

**PRINCIPAL DEPUTY CHIEF, PUBLIC INTEGRITY SECTION  
CRIMINAL DIVISION  
DEPARTMENT OF JUSTICE  
WASHINGTON, D.C.  
VACANCY ANNOUNCEMENT NUMBER - 05-CRM-SES-09**

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**About the Office:** The Public Integrity Section is responsible for implementing the Attorney General's priorities in the critical area of fighting public corruption. The Section investigates, and, when warranted, prosecutes corruption offenses involving public officials at all levels of government. The Section has primary jurisdiction over allegations of criminal misconduct involving federal judges and also oversees the investigation and prosecution of election crimes and spearheads the federal effort to address conflict of interest crimes. Section attorneys also participate in public corruption training events for federal prosecutors and investigators, provide advice and assistance of the handling of corruption cases, and participate in international conferences addressing public corruption.

**Responsibilities and Opportunity Offered:** Incumbent serves as Principal Deputy Chief, Public Integrity Section, reporting under the under the general supervision of a Deputy Assistant Attorney General for the Criminal Division and direct supervision of the Chief of the Public Integrity Section. The Principal Deputy Chief provides leadership to an organization that is responsible for overseeing the federal effort to combat abuses of the public trust by government officials. The Section investigates, and, when warranted, prosecutes, corruption offenses involving public officials at all levels of government, election crimes, and campaign finance offenses.

The Principal Deputy Chief of the Public Integrity Section is responsible for:

- assisting the Chief with supervising the conduct of investigations and litigation carried on by the attorneys and support staff of the Section;
- supervising prosecutions conducted by Section attorneys and coordinating the prosecution by U.S. Attorneys of some criminal cases involving abuse of the public trust by elected or appointed public officials, election crimes, campaign finance offenses, and criminal conflicts of interest;
- supervising the preparation and review of indictments by section attorneys;
- participating in the drafting of Congressional testimony for pertinent hearings; and
- advising the Department on legislative issues including corruption, conflicts of interest and election crimes.

In addition to the duties outlined above, the Chief manages the Section's financial, human and technical resources allocations; ensures that resource enhancement necessary for proposed priorities are identified and justification for additional funding is prepared to ensure adequate funding level. in the prosecutive process.

**Qualifications:** Applicants for this position **must** provide a narrative that demonstrates strong possession of all professional/technical skills listed below **AND** a narrative describing successful performance and creative leadership in prior managerial positions for each of the five Executive Core Qualifications (ECQ's) as established by the U.S. Office of Personnel Management (OPM) outlined below under Executive/Managerial Requirements. The ECQ's are designed to assess executive experience and management potential, not technical expertise. OPM's Guide to Senior Executive Service Qualifications can assist you in writing an effective SES application. The Guide is available on OPM's Website at: <http://www.opm.gov/ses/handbook.html>

**Professional/Technical Requirements:**

- 1) Law degree and an active membership of the bar of a state, territory, or the District of Columbia;
- 2) Significant experience in supervising the development and prosecution of Federal criminal cases and reviewing the work products of attorneys;

- 3) Familiarity with Federal regulatory and investigatory agencies, on-going programs, and key national goals and priorities relating to public corruption;
- 4) Ability to establish and maintain harmonious relationships with the public, members of Congress, and Federal officials involved in public corruption cases and related matters; and
- 5) Familiarity with Federal laws and Department of Justice policies in the assigned areas.

### **Evaluation:**

Candidates will be evaluated on the **professional/technical requirements** identified above based on their total background, i.e., education, training, self-development, awards, outside activities, performance appraisal, as well as work history. If candidates are found to possess all technical requirements, they will then be evaluated based on the **Executive Core Qualifications** as established by the U.S. Office of Personnel Management (OPM) outlined below.

### **Executive/Managerial Requirements:**

**ECQ 1 - LEADING CHANGE.** This core qualification encompasses the ability to develop and implement an organizational vision, which integrates key national and program goals, priorities, values, and other factors. Inherent to it is the ability to balance change and continuity--to continually strive to improve customer service and program performance within the basic Government framework, to create a work environment that encourages creative thinking, and to maintain focus, intensity and persistence, even under adversity.

- Leadership Competencies: Creativity & Innovation, Continual Learning, External Awareness, Flexibility, Resilience, Service Motivation, Strategic Thinking, Vision

**ECQ 2 - LEADING PEOPLE.** This core qualification involves the ability to design and implement strategies, which maximize employee potential and foster high ethical standards in meeting the organization's vision, mission, and goals.

- Leadership Competencies: Conflict Management, Cultural Awareness, Integrity/Honesty, Team Building

**ECQ 3 - RESULTS DRIVEN.** This core qualification stresses accountability and continuous improvement. It includes the ability to make timely and effective decisions and produce results through strategic planning and the implementation and evaluation of programs and policies.

- Leadership Competencies: Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, Technical Credibility

**ECQ 4 - BUSINESS ACUMEN.** This core qualification involves the ability to acquire and administer human, financial, material, and information resources in a manner which instills public trust and accomplishes the organization's mission, and to use new technology to enhance decision making.

Leadership Competencies: Financial Management, Technology Management, Human Resources Management

**ECQ 5 - BUILDING COALITIONS/ COMMUNICATION:** This core qualification involves the ability to explain, advocate and express facts and ideas in a convincing manner, and negotiate with individuals and groups internally and externally. It also involves the ability to develop an expansive professional network with other

organizations, and to identify the internal and external politics that impact the work of the organization.

- Leadership Competencies: Influencing/Negotiating, Interpersonal Skills, Oral Communication, Partnering, Political Savvy, Written Communication

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**Additional Information:** The managerial qualifications of a selectee who is not a current or former Senior Executive Service (SES) employee must be approved by the Office of Personnel Management (OPM) before appointment. In addition, an individual entering the SES career service for the first time is subject to a one-year probationary period.

**Travel:** Domestic/International travel is possible.

**Salary Information:** Pay range is \$107,550 to \$162,100. SES pay is determined within the pay range, commensurate with experience, superior leadership qualifications, and/or other competencies consistent with the agency mission, contingent on Department of Justice pay-setting rules.

**Location:** The position is located in Washington, DC

**Relocation Expenses:** Relocation expenses may be authorized.

**Submission Process and Deadline Date:**

- A. Applicants may choose one of three job application procedures. You may:
- (1) submit Optional Form (OF) 612, Optional Application for Federal Employment;
  - (2) a resume (please note that there are minimum requirements for resume content which are described in OPM Pamphlet OF-510, Applying for a Federal Job (copies of the OF-510 are available in most Federal agencies); or
  - (3) Standard Form 171, Application for Federal Employment.
  - (4) For additional information or copies of forms, please call (202) 514-2811.
- B. To receive full consideration, applicants must submit a separate supplementary statement addressing each of the Professional/Technical and Executive/Managerial Requirements listed above.
- C. In addition, if you are a current or recent Federal employee, you must submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).
- D. Applicants must meet qualifications by the closing date of this announcement.
- E. All applications must be postmarked by the **closing date which is December 5, 2005.**

**Preference is to receive an application via e-mail at [SES.CRMJOBS@USDOJ.GOV](mailto:SES.CRMJOBS@USDOJ.GOV) or faxed to (202) 353-0775.**

Mailed applications **must be received by closing date** at: Department of Justice/Criminal Division  
McPherson Square, P.O. Box 27599  
Attn: Ann Grace  
Human Resources Management Staff,  
Bond Building, Suite 5000  
Washington, DC 20038

**Internet Sites:** For more information about the work of the Criminal Division, come visit us at:  
[www.usdoj.gov/criminal/index.html](http://www.usdoj.gov/criminal/index.html).

Other attorney vacancy announcements can be found at: [www.usdoj.gov/oarm/attvacancies](http://www.usdoj.gov/oarm/attvacancies)

**Department Policies:**     [Equal Employment Opportunity and Security Clearance Policies.](#)